



**STATEMENT OF PROCEEDINGS FOR THE
RETREAT MEETING OF THE
LOS ANGELES COUNTY COMMISSION FOR
WOMEN**

**KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 372
LOS ANGELES, CA 90012
<http://LACCW.info>**

Monday, August 12, 2013

11:30 AM

Call to Order. (13-3075)

The meeting was called to order at 11:45 a.m.

President Ward stated the Retreat Agenda was developed from input and concerns brought to the Commission over the past Fiscal Year. She thanked everyone for their input and for being present for this important meeting.

AUDIO LINK FOR THE ENTIRE MEETING. (13-3828)

Attachments: [AUDIO](#)

Present: President Veda E. Ward Ph.D., Vice President Becky A. Shevlin, Commissioner Carolyn Aoki-Hyatt, Commissioner Dora de la Rosa,, Commissioner Reiko Duba, Commissioner Norma L. Gallegos, Commissioner Gerda Govine Ed.D., Commissioner Charlotte Lesser, Commissioner Alice S. Petrossian and Commissioner Olivia G. Rodriguez

I. ADMINISTRATIVE MATTERS

1. Review of the guidelines and criteria for funding donation requests; and revision of the Donation Request Application. (13-3522)

Treasurer Charlotte Lesser provided an overview of the establishment of the Commission for Women's Trust Fund Budget Criteria and Spending Plan. She recalled that in February 2011, at the direction of the past Commission President, Yolanda Becerra-Jones, the Trust Fund Budget Criteria and Spending Plan were reviewed and proposed amendments were recommended by Commissioners Reiko Duba, Olivia G. Rodriguez and herself. However, the proposed amendments were not fully ratified by the Commission, and therefore, were not implemented.

Those recommendations were included in the document and placed before the Commission for consideration.

During discussion, questions arose on how the Commission was being represented with the funds being provided to the various organizations.

During further discussion, the following recommendations were submitted by various Commissioners:

- A.) Approve 2011 recommended changes by Commissioner Duba with the following amendments:
- B.) Delete the following sentence - "At the beginning of the fiscal year, the LACCW Flexible Spending Funds will be divided equally by five (5) Supervisorial Districts. Funds from each district that are not spent shall remain in the Total Trust Fund Balance" from ITEM 6.
- C.) Amend first sentence of Item 7 to read "All requests for funds shall allow the LACCW 60 days prior to the proposed date needed for funds to make a determination."
- D.) Amend sentence on Item 7 that reads, "Purpose and goals of the event for which support is being requested" should read "Purpose and goals of the event for which support is being requested shall be in alignment with the purpose and Mission of the LACCW.
- E.) Amend last sentence of Item 7 to read "All requested documentation shall be submitted to LACCW Commission staff 60 days prior to propose date needed for funds. All requests will be reviewed by the Executive Committee (President, Vice President, and Treasurer) to determine if request meets the Commission's purpose and Mission.
- F.) Add sentence to end of Item 7. No retroactive requests will be considered by the LACCW.
- G.) Revised Item 9 to read, "The LACCW's Rejection of Donation form shall be provided to sent out to the requesting an organization that has not met the required funding criteria or which fails to receive majority funds by vote of the Commission.

H.) Amend Application for Donation form to include LACCW Mission to first page

I.) Amend first sentence on donation form to read, "All requests for funds shall allow the LACCW 60 days prior to propose date needed for funds to make a determination."

After further discussion and by common consent, there being no objection, the aforementioned recommendations were approved.

Attachments: [SUPPORTING DOCUMENT](#)

- 2.** Discussion of the past practices concerning the Annual Women of the Year Awards Luncheon. (13-3523)

During discussion Vice President Becky A. Shevlin expressed that there are some obstacles for the next Luncheon Committee to overcome prior to establishing the event's timeline. The following recommendations were made to alleviate confusion and bring about consistency:

- Advertising and luncheon ticket prices will not be discounted;**
- No special rates will be given to anyone, organizations or Commissioners;**
- All reservations for table(s), individual seating must be paid in advance of the event (there will be no post event invoicing); and**
- Those wishing to purchase luncheon ticket(s) on the day on the event must pay by cash or check prior to being seated.**

After discussion, by common consent, there being no objection, the item as filed and will be revisited by the next Luncheon Committee.

- 3.** Discussion on how to infuse new ideas to increase revenues and fundraising options for the Commission; to include the Scholarship program and the Women of the Year event, as submitted by Vice President Shevlin. (13-1837)

During discussion, Commissioners provided input on ideas on the need to acquire substantial sponsorships from various organizations.

After further discussion, on motion of Treasurer Charlotte Lesser, and by common consent, there being no objection, the "Women of the Year Luncheon" was renamed "Women of the Year Awards and Scholarship Luncheon", in an effort to collaborate ideas of celebrating the works of special women in Los Angeles County and assisting young women to realize their dreams of higher education through scholarship support.

Staff was instructed to provide the Commission a status report on past scholarship recipients and those that have graduated.

Following discussion, and by common consent, there being no objection, this item was filed.

- 4. Evaluation of the Los Angeles County Commission for Women's Ad-Hoc and Standing Committees. (13-3519)**

During discussion and evaluation of the Commission's Ad-Hoc and Standing Committees, Commissioners volunteered for or were appointed to Committees as follows with positions in parenthesis:

STANDING COMMITTEES:

Executive:

**President Veda E. Ward, Ph.D. – (Chair)
Vice President Becky A. Shevlin
Treasurer Charlotte Lesser**

Public Relations / Social Media:

**Gerda Govine, Ed.D. – (Chair)
Commissioner Reiko Duba
Commissioner Carolyn Aoki-Hyatt
Vice President Becky A. Shevlin**

Health:

**Olivia G. Rodriguez – (Chair)
Treasurer Charlotte Lesser
President Veda E. Ward, Ph.D.
Commissioner Dora de la Rosa, J.D.**

AD-HOC COMMITTEES:

Education:

**Commissioner Alice S. Petrossian – (Chair)
Commissioner Dora de la Rosa
Commissioner Olivia G. Rodriguez**

Luncheon:

Vice President Becky A. Shevlin – (Chair)
Commissioner Gerda Govine, Ed.D.
Commissioner Dora de la Rosa, J.D.
Commissioner Olivia G. Rodriguez

Following discussion, and by common consent, there being no objection, this item was filed.

- 5.** Discussion and consideration of a \$500 donation to the California Consumer Affairs Association for the Health Care Consumer Protection Summit of 2014 that will provide an opportunity for women and girls to work together on initiatives to detect, prevent, and combat current and emerging health care fraud and related issues. (Continued from the meeting of 6/10/13) (13-2660)

During discussion, Commissioner Olivia G. Rodriguez made a motion, which was seconded by Vice President Becky A. Shevlin, to consider approving the California Consumer Affairs Association's donation request.

Commissioners provided input on this item.

After further discussion, Commissioner Gerda Govine, Ed.D., made a friendly amendment to the motion to approve the donation request, and request that the Commission for Women is acknowledged by the California Consumer Affairs Association during the event, on printed materials and on their website.

Therefore, on motion of Commissioner Olivia G. Rodriguez, seconded by Commissioner Gerda Govine, Ed.D., there being no objection, the item was approved as amended.

Attachments: [SUPPORTING DOCUMENT](#)

- 6.** Discussion and consideration of allocating \$2000, to support the Los Angeles County Public Works Department's Women's Leadership Legacy Conference, for Fiscal Year 2013-14. (13-3539)

Commissioners Olivia G. Rodriguez, Becky A Shevlin and President Veda E. Ward, Ph.D. provided a brief history of the Los Angeles County Public Works Women's Leadership Conference.

During discussion, Commissioner Gerda Govine, Ed.D., made a

suggestion to approve the donation with the stipulation that a Donation Application form be submitted within one week.

Therefore, on motion of Commissioner Gerda Govine, Ed.D., and by common consent, there being no objection, the item was approved as amended.

Attachments: [SUPPORTING DOCUMENT](#)

- 7.** Discussion of the feasibility of allowing one Commissioner the opportunity to attend the 2013 Women Veterans' Leadership Conference in San Jose, California, in an amount not to exceed \$1500. (13-3545)

On motion of Vice President Becky A. Shevlin, seconded by Commissioner Norma L. Gallegos, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

- 8.** Discussion and approval of the Commission for Women's 2013-14 Fiscal Years' budget. (13-3517)

Treasurer Charlotte Lesser provided an overview of the 2013-14 Fiscal Year budget.

During discussion, the Commission acknowledged the amended request for donation by Rigoberto Reyes, Executive Director, Los Angeles County Consumer Affairs, reducing the amount from \$2000.00 to \$500.00.

Commissioner Norma L. Gallegos directed staff to amend the 2013-14 Proposed Draft Budget Allocation item for the Consumer Affairs Health Care Summit to \$500, to reflect the amount previously approved in Item 5 of the agenda.

Commissioners commented on this item.

After discussion, on motion of Treasurer Charlotte Lesser, and by common consent, there being no objection, the 2013-14 Fiscal Year's budget was approved as amended.

Attachments: [SUPPORTING DOCUMENT](#)
[SUPPORTING DOCUMENT APPROVED BUDGET](#)

II. DISCUSSIONS

9. Discussion by President Veda E. Ward, Ph.D. of initiatives introduced at the National Association of Commissions for Women Annual Conference and Business meeting in San Jose, California. (13-3190)

By common consent, there being no discussion, this item was continued without discussion to the meeting of September 9, 2013.

Attachments: [SUPPORTING DOCUMENT](#)

10. Discussion and consideration of opportunities for the Los Angeles County Commission for Women to collaborate with other Los Angeles County Commissions and the information being presented by those Commission. (13-3726)

By common consent, there being no discussion, this item was continued without discussion to the meeting of September 9, 2013.

11. Discussion on the consideration of providing all Commissioners opportunities to attend conferences consistent with the Commission's mission and strategic plan. (13-3782)

By common consent, there being no discussion, this item was continued without discussion to the meeting of September 9, 2013.

III. MISCELLANEOUS**Matters Not Posted**

12. Matters not on the posted agenda, to be discussed and (if requested) placed on the agenda for action at a future meeting of the Committee, or matters requiring immediate action because of an emergency situation or where the need to take action arose subsequent to the posting of the agenda. (13-0990)

The following items were introduced for discussion and placed on the agenda for consideration at a future meeting.

- 12A. Recommendation as submitted by Commissioner Olivia G. Rodriguez: Report on court consolidation. (13-4034)

On motion of Commissioner Olivia G. Rodriguez, and by common consent, there being no objection, this item was introduced for discussion and place on the agenda for a future meeting.

Attachments: [SUPPORTING DOCUMENT](#)

- 12B.** Recommendation as submitted by Commissioner Becky A. Shevlin: Discussion on proposed Commission for Women Logo. (13-3852)

On motion of Commissioner Becky A. Shevlin, seconded by Commissioner Gerda Govine, Ed.D., there being no objection, this item was introduced for discussion and placed on the September 9, 2013 Agenda.

Public Comment

- 13.** Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission. (13-0991)

No members of the public addressed the Commission.

Adjournment

- 14.** Adjournment for the Retreat meeting of August 12, 2013. (13-1839)

On motion of Vice President Becky A. Shevlin, seconded by Commissioner Gerda Govine, Ed.D., the Commission for Women's Retreat meeting of August 12, 2013 adjourned at 2:35 p.m.